MGMT 3510-50   Business Professional Ethics, Course Syllabus – Fall 2013

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Text:	Business Ethics, 9th edition,	**Office hours:**	Mon. & Tues. (by appointment)
	ISBN-13: 978-1-111-82516-4	**Class:**	Tues. 1:00p–2:40pm (Hazy 203)
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COURSE DESCRIPTION: MGMT 3510 – Business Professional Ethics (2 Credits)
Examinations of selected ethical issues in business and technology, e.g., justice, corporate responsibility, preferential treatment, advertising practices, environmental responsibility, confidentiality and privacy, and government regulation. Prerequisite: Acceptance into a baccalaureate program or permission from an upper-division advisor.

LEARNING OUTCOMES (LO) This course is intended to address the following Bachelor of Business learning outcome:
  LO 4   Students will analyze complex business situations, identify relevant ethical issues, and suggest viable courses of action:
  - Measurement: 5 point Likert Scale (1=very poor, 2=poor, 3=fair, 4=good, 5=very good)
  - Assessor: Professor will assess each student, according to the following assessment criteria, given the students' work on a complex business case.
    - **Identified ethical issues**: recognized and defined the issues and explained why they are issues.
    - **Analyzed issues and options**: identified and discussed alternative solutions and possible consequences and used valid problem-solving processes.
    - **Recommendations**: provided solution(s), appropriately justified choice(s), and conclusions.

CONTENT OUTLINE and CHAPTER OBJECTIVES:
  - **Part 1: An Overview of Business Ethics:**
    - Chapter 1 – The Importance of Business Ethics
      - To explore conceptualizations of business ethics from an organizational perspective
      - To examine the historical foundations and evolution of business ethics
      - To provide evidence that ethical value systems support business performance
      - To gain insight into the extent of ethical misconduct in the workplace and the pressures for unethical behavior
    - Chapter 2 – Stakeholder Relationships, Social Responsibility, and Corporate Governance
      - To identify stakeholders' roles in business ethics
      - To define social responsibility
      - To examine the relationship between stakeholder orientation and social responsibility
      - To delineate a stakeholder orientation in creating corporate social responsibility
      - To explore the role of corporate governance in structuring ethics and social responsibility in business
      - To list the steps involved in implementing a stakeholder perspective in social responsibility and business ethics
  - **Part 2: Ethical Issues and the Institutionalization of Business Ethics**
    - Chapter 3 – Emerging Business Ethics Issues
      - To define ethical issues in the context of organizational ethics
      - To examine ethical issues as they relate to the basic values of honesty, fairness, and integrity
      - To delineate misuse of company resources, abusive and intimidating behavior, lying, conflicts of interest, bribery, corporate intelligence, discrimination, sexual harassment, environmental issues, fraud, insider trading, intellectual property rights, and privacy as business ethics issues
      - To examine the challenge of determining an ethical issue in business

- o Chapter 4 – The Institutionalization of Business Ethics
  - To distinguish between the voluntary and mandated boundaries of ethical conduct
  - To provide specific mandated requirements for legal compliance in specific subject matter areas related to competition, consumers, safety, and the environment
  - To specifically address the requirements of the Sarbanes-Oxley legislation and implementation by the Securities and Exchange Commission
  - To describe the passage of the Dodd-Frank Wall Street Reform and Consumer Protection Act along with some of its major provisions
  - To provide an overview of regulatory efforts that provide incentives for ethical behavior
  - To provide an overview of the recommendations and incentives for developing an ethical corporate culture contained in the Federal Sentencing Guidelines for Organizations
  - To provide an overview of highly appropriate core practices and their relationship to social responsibility
- **Part 3: The Decision Making Process**
  - o Chapter 5 – Ethical Decision Making and Ethical Leadership
    - To provide a comprehensive framework for ethical decision making in business
    - To examine the intensity of ethical issues as an important element influencing the ethical decision making process
    - To introduce individual factors that may influence ethical decision making in business
    - To introduce organizational factors that may influence ethical decision making in business
    - To explore the role of opportunity in ethical decision making in business
    - To explain how knowledge about the ethical decision making framework can be used to improve ethical leadership
    - To provide leadership styles and habits that promote an ethical culture
  - o Chapter 6 – Individual Factors: Moral Philosophies and Values
    - To understand how moral philosophies and values influence individual and group ethical decision making in business
    - To compare and contrast the teleological, deontological, virtue, and justice perspectives of moral philosophy
    - To discuss the impact of philosophies of business ethics
    - To recognize the stages of cognitive moral development and its shortcomings
    - To introduce white-collar crime as it relates to moral philosophies, values, and corporate culture
  - o Chapter 7 – Organizational Factors: The Role of Ethical Culture and Relationships
    - To understand the concept of corporate culture
    - To examine the influence of corporate culture on business ethics
    - To determine how leadership, power, and motivation relate to ethical decision making in organizations
    - To assess organizational structure and its relationship to business ethics
    - To explore how the work group influences ethical decisions
    - To discuss the relationship between individual and group ethical decision making
- **Part 4: Implementing Business Ethics in a Global Economy**
  - o Chapter 8 – Developing an Effective Ethics Program
    - To understand the responsibility of the corporation to be a moral agent
    - To understand why businesses need to develop ethics programs
    - To list the minimum requirements for an ethics program
    - To describe the role of codes of ethics in identifying key risk areas for an organization
    - To identify the keys to successful ethics training, including program types and goals

- To examine the ways that ethical standards are monitored, audited, and enforced, and to understand the need for continuous improvement
    - o Chapter 9 – Managing and Controlling Ethics Programs
        - To define ethics auditing
        - To identify the benefits and limitations of ethics auditing
        - To examine the challenges of measuring nonfinancial performance
        - To explore the stages of the ethics-auditing process
        - To understand the strategic role of the ethics audit
    - o Chapter 10 – Globalization of Ethical Decision Making
        - To discuss global values, goals, and business practices within ethics
        - To understand the role of capitalism and economics as factors in business ethics
        - To assess the role of multinational corporations in business ethics
        - To assess the role of the International Monetary Fund in business ethics
        - To assess the role of the United Nations Global Compact in business ethics
        - To access the role of the World Trade Organization in business ethics
        - To explore and discuss common global business practices
        - To gain awareness of global ethical issues

COURSE FORMAT: This course engages the life-long learning skills of 'study to teach' and 'teach to learn,' as individuals, and in teams.

Weeks 1-9 – Textbook Principles and Theory and Exams: Students will learn the principles and theory of business ethics and take two self-written exams. Groups will work together to "study to teach" the theory and principles of business ethics from the textbook. Each group will teach the content of two textbook chapters. At the conclusion of each presentation, the professor will identify four questions for the self-written exams that each student will prepare answers for. No true/false questions, and only one multiple-choice question, per chapter, will be allowed. Self-written exam questions will be submitted to the instructor at the beginning of each class period, the week after the chapter was discussed in class, in two formats: 1) Test Questions with Answers to those Questions, and 2) Test Questions only. This latter submission will become your actual exam for each chapter of the textbook. The 1st self-written exam will occur on Week 4, the 2nd self-written exam will occur on Week 9. This exam will be graded on the strength of your self-written test questions, compared against the average strength of the self-written questions from other class members. Weak questions will be penalized; strong questions will receive extra credit.

Weeks 1-8 and Week 15 – Term Project: Students will self-identify one, or multiple, business executives (CEO), to whom they can teach the key insights from every chapter, prior to coming to class when that chapter will be discussed. After the student teaches the CEO, the student will ask the CEO to teach them the real-world practical experience they have had with the subject matter. Each student will listen carefully to the CEO, and record what they learn. On Week 15, students will hand-in a compiled report of all their CEO visits with a 2-4 page summary stating their personal viewpoint regarding: "What I learned from my CEOs about how she/he applies ethics in the real world, and how I feel ethics should be applied in the real world." Several class members will be chosen at random to present their findings as opinions.

Weeks 5 & 10 – Exam Reviews: The Instructor will meet with each student individually, and confidentially to discuss their grade on the exam, and their grade, to date, in the class. These one-on-one interviews will take the entire class period to complete. While this is occurring, class members will enjoy a guest speaker, or have fun debating ethics issues with each other, or engage in scenario based role play activities with each other.

Weeks 11-14, Students will practice professional business ethics. Four groups will focus on applying the theory and principles of professional business ethics by using ethics case studies to apply high levels of critical thinking to analyze and process complex business ethics situations, identifying relevant ethical issues, and synthesizing thinking to develop and recommend sound and viable alternatives for action. Each group will prepare a written report of their assigned case, to be handed in to the instructor at the beginning of class, and will facilitate class discussion of their case while they present to the class. Part of their grade will address how well they get class members to participate and share critical thinking. Class

members will lose points if the presenting group calls upon them to participate and they are not prepared with an informed response about the case being presented.

It is expected that this course will require the general rule of time commitment: at least two hours work out of class for every hour in class. For this class, that is 3.32 hours out-of-class work per week.

ASSIGNMENTS:

Final grade computation will be as follows:	% Grade	Possible Points	Learning Outcome
Attendance: Class and IBI presentations	2.5%	25	4
Textbook chapter presentations	10%	100	4
Self-written exam preparation	10%	100	4
(2) Exams	40%	400	4
Case studies: preparation, report, presentation	22.5%	225	4
Term Project	15%	150	4
TOTAL	**100%**	**1,000**	

GRADING SCALE:

A = 93 – 100%	B+ = 87 – 89.9%	C+ = 77 – 79.9%	D+ = 67 – 69.9%
A- = 90 – 92.9%	B = 83 – 86.9%	C = 73 – 76.9%	D = 63 – 66.9%
	B- = 80 – 82.9%	C- = 70 – 72.9%	D- = 60 – 62.9%
			F = 0 – 59.9%

LATE ASSIGNMENTS: All assignments should be turned in at the beginning of class. Late assignments will be accepted for only one week after the due date and will typically be reduced on full grade. Spelling, grammar and general quality of writing will be considered in point values.

CHEATING: Cheating will not be tolerated. Cheating encompasses all forms of academic dishonesty, including presenting others' work as one's own and **not participating fully on team projects**. Cheaters will be disciplined according to school policy.

STUDENTS WITH DISABILITIES: If you suspect or are aware that you have a disability that may affect your success in the course you are strongly encouraged to contact the Disability Resource Center (DRC) located in the North Plaza Building. The disability will be evaluated and eligible students will receive assistance in obtaining reasonable accommodations. Phone # 435-652-7516

Dmail: You are required to frequently check your Dmail account. Important class and college information will be sent to your Dmail account, including DSC bills, financial aid/scholarship notices, notices of cancelled classes, reminders of important dates and deadlines, and other information critical to your success at DSC and in your courses. To access your Dmail account, visit go.dixie.edu/dmail. If you do not know your Dmail username or you have forgotten your PIN, visit go.dixie.edu/mydixie and follow the respective instructions.

COLLEGE RESOURCES: Several college resources are available to help you succeed.
- Disability Resource Center -   dixie.edu/drcenter
- IT Student Help Desk -   dixie.edu/helpdesk
- Library -   library.dixie.edu
- Testing Center -   dixie.edu/testing
- Tutoring Center -   dixie.edu/tutoring
- Writing Center -   dixie.edu/english/dsc_writing_center.php

DEATH IN THE FAMILY: A student wishing to be excused from classes and delay assignments due to a death in the family will be expected to produce a copy of the death certificate or a funeral service program.

DSC POLICY LINKS:
- Policy for Absences Related to College Functions: **http://www.dixie.edu/humanres/policy/sec5/523.html**
- Disruptive behavior policy / classroom expectations : **http://www.dixie.edu/humanres/policy/sec3/334.html**
- Academic dishonesty / Academic integrity policy : **http://www.dixie.edu/humanres/policy/sec3/334.html**

IMPORTANT 2013 DSC DATES TO REMEMBER:

1/7	Classwork starts
1/10	Last day to wait list
1/11	Last day to add without a signature
1/14	Drop/Audit fee begins ($10 per class)
1/21	Martin Luther King Jr. Day (no classes)
1/22	$50 Late registration/payment fee
1/29	Last day for refund
1/29	Last day to drop without a "W" grade
1/30	Courses dropped for non-payment
2/1	Last day to add classes
2/1	Associate's degree Graduation Deadline for Spring 2013
2/18	President's Day Holiday (no classes)
3/1	Last day to drop individual class
3/1	Bachelor's degree Graduation Deadline – Summer 2013
3/11-15	Spring Break (no classes)
3/29	Last day for complete withdrawal
4/1	Graduation Deadline for Fall 2013, Baccalaureate Degrees
4/24	Classwork Ends
4/25	Reading Day
4/26 – 5/2	Final Exams
5/3	Commencement
5/2	Final Grades posted